

FollowUp Form

Website

Has this report been posted on the PCF website?

Yes

Pinellas CARES Nonprofit Partnership Fund

Please do not submit your final December report until all supporting fiscal documentation has been collected and can be compiled for submission.

Project Name

Hispanic Outreach Center - COVID-19 Food Outreach

Priority Funding Areas

Food

Award Type

Reimbursement for Future Programming

Unit of Service

This will only be visible to Administrators and will enable question branching in the case that an organization has specified a unit-of-service cost.

Amount Awarded for Future Programming

\$85,124.60

Amount Spent - December 27 to 30, 2020*

How much grant funding was spent between **December 27 and 30, 2020?**

\$18,699.89

Amount Spent - December 2020*

How much grant funding was spent during the **entire month of December 2020**?

\$57,158.03

Amount Spent as of December 30, 2020*

How much of the awarded funding was spent from project inception to December 30, 2020?

\$85,243.00

Brief Spending Narrative*

Please briefly explain the spending activities from **December 27 to December 30, 2020**. If you have not expended any funds, please explain why.

Example: ABC Charity has only expended \$1,000 this week on program personnel while our food pantry was open. ABC Charity buys its food in bulk on the 15th of every month, and therefore there will be an uptick in expenditure that week.

ICAI has expended \$18,699.89 this week on the food program. This amount was spent in:

- Food and other supplies: \$15,947.39
- Contractual work: \$2,122.5
- Video report: \$630

Client Story*

Please give the true story of a client served this month by your programming. You may change identifying details. This allows us to connect to your programming on an emotional level.

Jose*: "I moved to New York to find a find a job and would send money to family in Florida. Since COVID-19, I lost my job and came back home to Florida to find work. It has been tough, but we are extremely grateful for excellent service and relieve the food distribution gives to us".

Arturo*: "We've currently moved here from Oklahoma, both spouse and I are currently without a job and this food distribution has helped so much."

(*Names have been changed for client anonymity).

Food Metrics

December 27 to 30, 2020 - Individuals Served - Food*

Please specify the number of individuals that were served food between **December 27 and 30, 2020** through this grant funding.

230

December Projections - Food

This is the number of individuals your organization projected it would serve in **December 2020** through this grant funding.

300

December 2020 - Actual Total # Served - Food*

Please specify how many individuals were served food through this funded programming in **December 2020**.

1073

December 27 to 30 - ZIP Codes of Individuals Served - Food*

Please **SUCCINCTLY** describe the ZIP codes of program services and program recipients (if recipient data is available). **These numbers should add up to the number of total individuals served specified above for the week of December 27 to 30, 2020.**

FOLLOW THE EXAMPLE FORMAT EXACTLY.

ZIP CODE: Number served

Example

Food Distribution Site at Tropicana Field (Program Service ZIP Code)
33705: 700

Home-Delivered Meals at Recipients' Homes (Participant ZIP Codes)
33782: 5
33764: 3
33760: 8

Distribution at the drive-through food pantry at the Hispanic Outreach Center for December was as follows (per household):

33756: 128
33759: 33
33762: 1
33770: 45
33771: 17
34689: 42

34695:1
34698: 26
33755: 173
33765: 97
33760: 16
33773: 2
33763: 7
33778: 4
33781: 3
33709: 8
33772: 8
33761: 6
33781: 4
33764: 9
33777: 2
33733: 2
33675: 4
33676: 2
33356: 1
33567: 1
33701: 1
33447: 1
33775: 3
33708: 1
33757: 2
33786: 3
33714: 1
33763: 4
33751: 4
34968: 1
33776: 3
33615: 1
33710: 1
33612:1
33614: 1
33767: 1
33704: 1
33751: 1
33705: 2
33614: 3
33703:1
Homeless: 35

Distribution at Churches in Dec.:

There were also 30 households served at El Shaddai church (ZIP Code: 33756); 30 households served at Las Aguila's Church (ZIP Code: 33764); and 30 households served at M. Baptist church (ZIP Code: 33755) each week (4 weeks of food distribution included in December report). Specifically served for the month of December the total households served in Zip Codes:

33756: 120
33764: 120
33755: 120

Cost Reimbursement Basis - Justification of Expenditures

Monthly Reimbursement Request*

Please complete the Pinellas CARES Reimbursement Request worksheet, attach appropriate backup documentation and **upload as a PDF here**.

If you have a regular reporting/invoicing process, you may use your own similar worksheet, however, for your convenience, we have provided a template you can **DOWNLOAD HERE**.

If you have any notes on this document, please put them in the field below.

Monthly Reimbursement Request_ICAI_December 2020_All Together.pdf

Does the documentation above contain live signatures?*

The accounting documentation above requires live signatures on the template in the "Prepared by" and "Reviewed by" lines. Please check that signatures are present, and affirm this by checking the box below.

Yes, there are live signatures in the documentation attached above.

Final Survey

We would like your feedback on the CARES experience. Please complete the following anonymous survey:

<https://www.surveymonkey.com/r/DCF7RN>

*

I have completed this survey